

# CITY OF MINNETRISTA



## CITY COUNCIL AGENDA ITEM

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**Subject:** Ordinance Amending City Code Section 200.01 – Regular Council Meeting Day

**Prepared By:** Jasper Kruggel, City Administrator

**Meeting Date:** October 5, 2026

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**Issue:** Per City Council direction staff are requesting that the City Council consider adopting an ordinance amending Section 200.01 of the Minnetrista City Code to move regular City Council meetings from the first and third Monday of each month to the first and third Tuesday of each month, effective January 1, 2027.

**Overview:** Section 200.01 of the City Code currently requires regular City Council meetings to be held on the first and third Monday of each month.

The draft ordinance changes only the meeting day. All other provisions of Section 200.01 would remain the same, including:

- Meetings held in the Council Chambers at City Hall
- Meeting times determined by the Council when notice of the meeting is provided
- The Council's ability to set a different schedule by resolution
- Adjourned and special meetings called by the Mayor or any two Councilmembers with at least 12 hours' notice
- The requirement that meetings be open to the public unless closed as authorized under Minnesota Statutes Chapter 13D

**Additional Considerations:** If adopted, staff will update the City's website, public meeting calendar, and meeting notices ahead of the change. The ordinance would take effect on January 1, 2027, following its adoption and publication as required by law. As a note, recently, if there is a holiday the Monday during the same week as a City Council meeting, that meeting has been moved to Wednesday per the adopted Official City Calendar. City Council will have the ability to do this again for 2027 when the Official City Calendar is considered for adoption on December 7<sup>th</sup>.

**Next Steps:** Staff are requesting City Council evaluate the adoption of the ordinance amending Section 200.01 of the Minnetrista City Code to move regular City Council meetings to the first and third Tuesday of each month, effective January 1, 2027.

Attachment: Draft Ordinance Amending Section 200.01 of the Minnetrista City Code

### Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

**ORDINANCE NO. 512**

**CITY OF MINNETRISTA  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING SECTION 200.01 OF THE MINNETRISTA CITY CODE  
REGARDING REGULAR MEETINGS OF THE COUNCIL**

THE CITY OF MINNETRISTA HEREBY ORDAINS:

**Section 1.** The City Council of the City of Minnetrista hereby amends Chapter II, Section 200.01 of the Minnetrista City Code by adding the underlined material and deleting the ~~stricken~~ material as follows:

**SECTION 200. – COUNCIL RULES AND PROCEDURES**

**200.01. – Regular and special meetings.**

Regular meetings of the council must be held on the first and third ~~Monday~~ Tuesday of each month in the council chambers of the city hall at a time determined by the council when the notice of the meeting is provided, unless otherwise specified by council resolution. Meetings may be adjourned from time to time to a specified date or subject to the call of the mayor or any two members of the council upon at least 12 hours' notice to each member of the council and such other notice required by law. Meetings of the council must be open to the public unless authorized to be closed pursuant to Minnesota Statutes Chapter 13D.

**Section 2.** This Ordinance shall take effect on January 1, 2027 after its passage and publication as required by law.

Adoption Date: \_\_\_\_\_, 2026

\_\_\_\_\_  
Lisa Whalen  
Mayor

Attest:

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Ann Meyerhoff  
City Clerk

(seal)